

■ Potato Hill Festival – Potato Gun Contest Operations Manual

Charleston Lake – Staff Instructions

Pre-Event Setup

- Rope off 20 ft firing area + 10 ft staging area
- Spectator zone 30 ft back with caution tape
- Buoys at 100, 150, 200 ft in lake
- Registration table with waivers, contestant numbers, eye protection
- Safety equipment: fire extinguisher, first aid kit, megaphone

Registration

- Collect fee, assign number, have waiver signed
- Give rule sheet & send to inspection station

Inspection

- Check barrel diameter & length
- Inspect chamber for cracks
- Verify ignition & fuel type
- Name label on gun
- Apply 'PASSED INSPECTION' tag

Safety Protocol

- Commands: LOAD → CLEAR → FIRE
- No one crosses line until 'ALL CLEAR'
- Fuel containers capped when not in use
- Immediate disqualification for unsafe aim or actions

Contest Flow

- Line up 3–5 contestants
- 3 shots per contestant
- Spotter boat records landing points
- Judges score after each round

Emergency Procedures

- Stop contest, render aid, call EMS if needed
- Use extinguisher for fires
- Remove unsafe participants

Wrap-Up

- Announce winners
- Award prizes
- Thank sponsors & participants